

**INTERPERSONAL COMMUNICATION (COMM 205)
FALL 2009 SECTION: C (MW 2:25-3:40) & E2 (TTH 12:15-1:30)**

TEXT:

Adler, R.B., Towne, N. (2004). Looking Out/Looking In 12th Edition

ALSO REQUIRED:

A working e-mail account you check everyday

Scantrons

Bluebook

COURSE DESCRIPTION: GENERAL EDUCATION COURSE

Study the skills necessary for communication competence while creating an awareness of how internal and external variables affect intimacy, defensiveness, and conflict management. No prerequisite.

COURSE GOAL:

The goal of this course is to help students to become more confident and competent interpersonal communicators through lectures, in-class activities, and writing assignments and dyad assignments.

GENERAL EDUCATION COMPETENCIES:

Communicate Effectively in Written English – Emphasized

Communicate Effectively in Oral English- Assessed

Read With Comprehension- Emphasized

Reason Abstractly and Think Critically – Emphasized

Learn Independently – Emphasized

Recognized and Appreciate Cultural Diversity – Emphasized

Develop a Personal Value System While Retaining A Tolerance for Others - Assessed

STUDENT LEARNING OUTCOMES:

- Have an understanding of the communication process and its components
- Discuss ways to give and respond to self disclosure
- Understanding the listening process as well as various ways of responding
- Identify and explain the three stages of interpersonal perception
- Be able to critically evaluate one's own behavior and that of others
- Identify and understand multiple types of nonverbal behaviors
- Understand the various stages involved in relationship development

ASSESSMENT:

1. Students will be given a post-test opinion survey.

MY APPROACH TO TEACHING:

My goal for this course is to create a safe and effective environment for learning and discussing the topics that are necessary for you to be able to become a better student and a more effective communicator. I am always here to help you whenever there may be a problem with understanding, or a problem with your growth as a communicator or student.

Please do not hesitate to ask questions, or ask for help, in or out of class. (Unless there is a privacy issue at stake, in-class is often best, since your classmates may have the same questions or concerns that you do, and then you are helping them too.)

If you have any special needs that it would help for me to be aware of, please do let me know. I am committed to helping every student attain the best quality of education she or he can.

Ultimately, I believe that the quality of each student's education is largely dependent on her or his own efforts, attitudes, and behaviors. It is important for you to know that I will bend over backwards to help you if I can see that you are putting forth the effort to do the work in this class.

COURSE POLICIES:

ACADEMIC DISHONESTY: McNeese State University has revised its policies regarding Academic Integrity for the Fall 2005 semester. This policy can be found at www.mcneese.edu/integrity. All students are expected to be aware of this policy and are encouraged to read it carefully.

Instructor Note: Academic Dishonesty/Plagiarism:

All work submitted for this class will be prepared by the person receiving the grade. Any work that is found to be dishonest/plagiarized will result in zero points, be submitted to the Dean of Student Services, and be dealt with according to university policy. "All written work and oral presentations must, 'respect the intellectual rights of others. Statements lifted verbatim from the publications must be cited as quotations. Ideas, summaries or paraphrased material, and other information taken from the literature must be properly referenced' (taken from the Guidelines for the Preparation of Disquisition's. The Graduate School: NDSU, p.4)."

THE AMERICANS WITH DISABILITIES ACT : It is each student's responsibility to register with the Office of Services for Students with Disabilities when requesting an accommodation. Any student with a disability is encouraged to contact the Office of Services for Students with Disabilities, Drew Hall, Room 200, (337) 475-5916 Voice, (337) 475-5878 FAX, (337) 562-4227 TDD/TTY, Hearing Impaired. □

□ A student with a disability is responsible for locating the designated emergency exits, the areas of refuge in a classroom building, and is encouraged to develop and discuss the evacuation plan with the faculty member.

DIVERSITY AWARENESS AND SEXUAL HARASSMENT POLICY: Students should visit the MSU web page at <http://www.mcneese.edu/policy/diversity.htm> for information about diversity awareness and sexual harassment policies and procedures.

ATTENDANCE POLICY: This course will also adhere to the McNeese attendance policy. If you miss more than forty percent of the class for both EXCUSED and UNEXCUSED reasons then you will be given a grade of WN (withdrawal for nonattendance). I do not adhere to the 10% rule for UNEXCUSED absences.

MAKE UP ASSIGNMENTS: The course syllabus provides expectations for class attendance and procedures for make-up exams or course work missed due to excused absences. Students who miss examinations or required class assignments due to a planned absence for University approved events must present the approved University excused absence to the instructor prior to missing class. The instructor can allow the student to take an exam or submit assignments prior to the planned absence, or can allow the student to arrange to make up exams or assignments within two weeks after the absence.

PROFESSIONALISM: (1) This class begins on time (2) Should you need to miss a class or an appointment, I would appreciate the same courtesy and sense of responsibility you would extend to an employer. (3) Professionalism includes respecting others' opinions, not interrupting in class, being respectful to those who are speaking, and working together in a spirit of cooperation. (4) On speech days, NEVER WALK IN WHILE SOMEONE ELSE IS GIVING HIS/HER SPEECH. If you walk in on someone giving a speech, a letter grade deduction will be applied to your own speech.

PROBLEMS: All work is expected on the date it is due. If you have an excused absence (death in the family, severe illness requiring a doctor's note, University Excused Absence signed by The Vice President of Academic Affairs, or some other excuse that has been approved by me **BEFORE THE ASSIGNMENT IS DUE**), you have two weeks to make up an assignment. If you have an unexcused absence, you have 4 days to make up an assignment before a grade of 0 is assigned and WILL NOT BE REPLACED, but a 1 letter grade penalty will be deducted for each day before the assignment is made up. I also do not accept assignments via e-mail unless I have asked for them via e-mail. Make sure to anticipate those predictable problems so that you can prevent them. For example, running out of paper or printer ribbons, or losing something on a computer disk

that you did not backup are problems that need not occur if you are looking ahead. (Supplies only run out when you need them, because that is the only time you use them!)

TOUGHER PROBLEMS: All work is still expected on the date it is due. In emergencies I will make other arrangements with individual students but such cases are relatively rare and advance notice of these happenings is extremely appreciated. Like most instructors, I am more understanding if you keep me informed: If you encounter problems, please let me know right away. I may be able to help.

FORENSICS: This should not be a problem in the fall semester, but I am the Assistant Director of Forensics and this will require me to cancel class on certain dates.

APA: All work in this course is to be cited using APA Style which can be found in the current edition of the APA Style Manual. If you are not familiar with APA Style, I suggest you look at the APA Style page that I will give you, or purchase a copy of the APA Style Manual 5th Edition.

FIRE DRILL STATEMENT: McNeese State University will periodically conduct fire drills. In the event of a fire drill or a related building emergency, all persons in a classroom are required to exit the building using posted escape routes or the Area of Refuge for individuals with disabilities.

AREAS OF EMPHASIS IN THE MCNEESE CODE OF STUDENT CONDUCT:

Here are some important aspects of the Code of Student Conduct that you should know. Violations may result in a variety of punishments ranging from warnings, community service, and expulsion from the University. All students are highly encouraged to abide by these standards (note: only eight of the thirty-five regulations are listed):

- 3.5 Fraud—The acquisition of money, property, or services by fraud, embezzlement, bribery, illegal, or unethical means.
- 3.6 Cheating—Academic cheating or plagiarism.
- 3.13 Lying—Knowingly furnishing false or misleading information to the University concerning business relevant to the operation of the University.
- 3.18 Forgery—The intentional misuse or alteration of any University documents, records, books, or identification cards.
- 3.19 Disruption—The intentional obstruction or disruption of teaching, research, administration, or other University event.
- 3.27 Rules Violation—Violation of any rules governing conduct in University facilities. (ex. Classrooms, Residence Halls, Rec. Complex, Dining Hall)
- 3.33 Interference—Intentionally interfering with the performance of any University employee, including failure to comply with a reasonable request.
- 3.35 Disrespect—Failure to observe appropriate decorum and demonstrate proper respect toward University-employed officials acting within the scope of their duty.

Source: <http://www.mcneese.edu/students/code.asp>

GRADED ASSIGNMENTS:

EXAMS: There will be three exams. Exams will assess your understanding of Interpersonal concepts and theories, as well as your application and integration abilities. If you do not show up on an exam day, you may still make up your exam with a 1 letter grade deduction penalty for each class period passing before the exam is made up (UNEXCUSED ONLY).

COLLAGE: Students will present a collage of themselves. More will be explained about this assignment in class.

DYADIC ENCOUNTER: At the midway point of the semester each student will be required to write out a scenario of an interpersonal encounter that you were either involved in or one that you are interested in exploring more in-depth. In partners you will act out these scenarios in front of the class and we will evaluate the situation and work out solutions to the interpersonal dilemmas. More on this assignment will be discussed later.

GROUP PRESENTATION: At the end of the semester you will work in groups to further a concept we have discussed in class or to discuss an interpersonal concept we have not discussed. You will be required to put together

a creative presentation that will help explore the concept. More on this assignment will be discussed later in the semester. There will also be a bibliography that must accompany the presentation with no less than 15 sources where information for the topic of the presentation came from.

EVALUATION:

Exam 1	100 pts.
Exam 2	100 pts.
Exam 3	100 pts.
Collage	30 pts
Dyadic Encounters	75 pts
Final Group Presentation	100 pts
Bibliography	25 pts
TOTAL	530pts

SCALE:

(In ten percentage point intervals)

90-100% = A, 80-89% = B, 70-79% = C, 60-69% = D, Below 60% = F